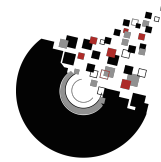


AR-CHECKLIST



Worker-out _____ @ _____ Date Out

Worker-in _____ @ _____ Date Returned

PATRON HAS A 'PATRON AGREEMENT FORM' ON FILE

DUE _____ @ _____

Print _____ **Signature** _____

Contact # (____) - _____ **CWID** _____

I have read The Sanford Media Center Policies and Procedures and by signing this form, I take full responsibility for this equipment. I agree to pay any late fees or fines for any loss or repair due to damages that may occur in my care. My signature guarantees that I am checking this out for personal use.

Audio Recorder :

out in

- Marantz Recorder
- Shoulder Strap
- Mic Pouch
- Audio-Technica AT804 microphone
- Windscreen (**on mic**)
- Tabletop Mic Tripod (**small**)
- Mic Clip
- XLR Cable
- Headphones
- Headphone Adapter (1/8" to 1/4")
- AC Adapter
- Compact Flash Card (**1 Gb**)
- Green** rechargeable 'AA' Batteries (8) with Holder **<-CHARGE THESE UPON RETURN**
- OPTIONAL: manual (make a note in reservation book if they take the manual)
- Fully Functional (on/off; Display works; media card ok; buttons work; wires ok; PLACE IN NOTES)**

NOTES *OUT*:

NOTES *IN*:



IF ANY ITEM IS MISSING OR NOT WORKING, IT SHOULD NOT BE CHECKED IN/OUT WITHOUT A SUPERVISOR'S APPROVAL.